



# Haryana Government Gazette

## EXTRAORDINARY

Published by Authority

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No. 61-2026/Ext.] CHANDIGARH, FRIDAY, APRIL 24, 2026 (VAISAKHA 4, 1948 SAKA)

### HARYANA GOVERNMENT

#### INDUSTRIES & COMMERCE DEPARTMENT

#### Notification

The 24th April, 2026

**No. 25/05/2020-4IB-1.**— In pursuance of the provision under Section 2 (Sub-Section 2.1 (f)) of the Haryana State Startup Policy 2022, notified vide No. Admn/459/1SIT/17601 dated 07<sup>th</sup> July 2022, the Governor of Haryana is pleased to notify the “*Startup Competition Assistance Scheme Guidelines*” for the Incubators registered under the Haryana State Startup Policy 2022. The Scheme guidelines related to “**Startup Competition Assistance**” will be as follows:

#### 1. Objective

The Government of Haryana has always followed a proactive approach to facilitate Startup entrepreneurs for ease of doing business in Haryana. In order to achieve the same, the State has undertaken precise policy-level interventions to position Haryana as a pre-eminent investment destination and notified the Haryana State Startup Policy 2022 with a focus on the creation of a world-class ‘Startup Ecosystem’ in the State.

Through this scheme guidelines, the State Government intends to provide support in the form of “Startup Competition Assistance” to eligible Incubators in Haryana to establish/ augment the infrastructure/ Incubation facilities in the state and create a holistic & sustainable startup ecosystem.

#### 2. Quantum of Assistance (Startup Competition Assistance)

- i. To encourage entrepreneurship culture in colleges, Eligible Institutes of National Importance, State Universities & Central Universities based in Haryana, **established Incubators in these institutions’ premises** to be supported by the State Government to organize such Startup competition fest annually. The state shall provide assistance up to the limit of INR 20 Lakh per event.
- ii. Under this scheme guidelines, the Startup Competition Assistance would be given to those Incubators who have taken prior In-principle approval from the I&C Department, Haryana, for organizing Startup competition events/ fests and would only be reimbursed post-completion of such Startup competition events/ fests.

### 3. Commencement

The Scheme guidelines shall commence with effect from the date of notification of this scheme guidelines and shall remain in operation till 06.07.2027 or till the time the Government of Haryana decides to discontinue/ amend/ extend this scheme guidelines.

### 4. Eligibility Criteria

- i) The Entity should be registered as an “Incubator” with Startup Haryana under the aegis of the Industries & Commerce Department, Haryana, in accordance with the “Incubation Registration Scheme guidelines notified vide No. Admn/459/ISIT/17944 dated 27.09.2022” or as amended from time to time.
- ii) To avail the assistance under this scheme guidelines, the Incubator Entities established in institutes of national importance, Central or State Government universities located in Haryana, would be eligible.
- iii) The Institutes of national importance would be as per the list published by the Ministry of Education, Government of India, or as amended from time to time.
- iv) The incubator should be in commercial operations at the time of submission of the application.
- v) The Incubator Entity should have the Haryana Udyam Memorandum (HUM) for statistical purposes (If applicable).
- vi) The assistance amount would be reimbursed only to the incubator entity who have taken **prior In-principle Approval** for organizing the Startup Competition Event/ Fest.
- vii) The incubator entity shall ensure evident branding “Supported by Startup Haryana, Industries & Commerce Department, Government of Haryana” in all its communications, stationery, display boards, and branding material, whether online or offline, during the Startup-related events and programs organized by the incubator entity.
- viii) The expenses should be paid only through bank account transfer/cheque of the Incubator Entity. No reimbursement would be made on account of payment through the individual bank account or cash transactions.

### 5. Procedure for Availing Incentive/Benefit

- i. The Incubator Entity shall apply online on the web portal of the Department of Industries & Commerce, Government of Haryana, for In-principle approval for “**Startup Competition Assistance**” in the prescribed format (as per **Annexure – I**) along with the requisite supporting documents at least 45 days before the commencement of the Startup Competition Fest. Post-completion of the Startup Competition Event/ Fest, the incubator entity can apply for reimbursement in the prescribed format (as per **Annexure–II**) along with the requisite supporting documents as prescribed under this scheme guidelines document.
- ii. The Incubator Entity applying for organizing such events/ fests should submit a comprehensive proposal containing complete details about the objective, theme, proposed participants, targeted beneficiaries, head-wise estimated expenditure, and expected outcomes for organizing the competition/ event/ fest. The Head-wise estimated expenditure will include the following:
  - a. Awareness & Communication - Event Brochures, posters, pamphlets, advertisements in print/ digital media, marketing, electronic media & communication, and other similar activities.
  - b. Infrastructure - Venue charges, equipment (light & sound, etc.), power arrangements, and other similar activities.
  - c. Human Resource – Expenses towards Experts/ Mentors/ Delegates, manpower, security personnel, or any other similar activities.
  - d. Event Logistics – Stay arrangements, transportation, food & beverages, photography & videography charges, or any other similar activities.
  - e. Merchandise - Awards, Prizes, Mementos, Event merchandise, or any other similar activities.
  - f. Any other relevant Head

- iii. In both cases, i.e., at the time of In-principle approval and post-completion of the Startup Competition Event/ Fest, the application received shall be examined, and in case of any deficiencies, the same will be intimated to the Incubator Entity/ applicant in their user account. The applicant shall rectify the same within the prescribed timelines as per **section 9** of this scheme guidelines document.
- iv. In case the deficiencies are not removed by the Incubator Entity/ applicant or fail to submit requisite additional information/ documents within the prescribed timelines, the application shall be deemed rejected/ closed under intimation to the Incubator Entity/ applicant in their user account.
- v. The application, after examination and complete in all aspects, will be placed before the Evaluation & Approval Committee for consideration & approval.
- vi. The Incubator Entity, if required and with approval of the Competent Authority, may be called for a presentation/ clarification in relation to either the benefit eligibility or reimbursement claimed, or any other component.
- vii. The Evaluation & Approval Committee shall comprise the following members:

S. No	Designation/ Department	Role
1.	Director/ Director General, Industries & Commerce Department, Haryana	Chairperson
2.	Nominee from Director/ Director General, MSME Department, Haryana	Member
3.	Chief Technology Officer / Additional Director or Equivalent, Industries & Commerce Department, Haryana	Member
4.	Nominee from the Finance Department, Haryana	Member
5.	Nominee from the Higher Education Department, Haryana	Member
6.	The Committee may call Special representatives from relevant State Government Department/ Government Incubator/ Industry Expert, or any other as required on case-to-case basis	Member
7.	Joint/Deputy/ Assistant Director, Industries & Commerce Department, Haryana	Member Secretary

Quorum of the Committee: The Quorum of the Committee shall be of 50%, out of which at least 3 members shall be from the State Government.

- viii. The Evaluation & Approval Committee will examine the application for “Startup Competition Assistance” based on the proposal submitted by the Incubator Entity & will approve/ decide the assistance to be provided under this scheme guidelines.
- ix. Based on the decision taken on the application, an intimation will be sent to the Incubator Entity/ applicant in their user account. The applicant would be able to download the decision/ sanction letter (as applicable) from the portal in reference to their application.
- x. **Disbursal mechanism:** Post completion of the event/ fest, the Incubator Entity will have to apply for reimbursement in the prescribed format (as per **Annexure-II**) along with the requisite supporting documents as prescribed under this scheme guidelines document.
- xi. The application, after examination and complete in all aspects, will be placed before the competent authority (as defined in **section 7**) for final consideration and approval.
- xii. The sanctioned amount will be credited into the bank account of the Incubator Entity, subject to compliance with the terms of the approval/ sanction letter, if any.
- xiii. If, for any reason, the event/ fest gets cancelled or postponed, then the respective Incubator Entity will have to inform in writing within 10 days from the date of the decision of postponement or cancellation of the event/ fest to the Startup Haryana, I&C Department, along with the requisite justification.

## 6. Time Limit to Apply

- i. The Incubator Entity shall submit the application for In-principle approval for Startup Competition Assistance at least 45 days before the commencement of the program event/ fest or before the date of the event.
- ii. Incubator Entities that have taken prior In-principle approval and post-completion of the Startup Competition Event/ Fest are required to apply for financial assistance within 03 months from the date of completion of the event/ fest.

- iii. In case of delay in both cases (application for in-principle approval or for reimbursement/ assistance post completion of event), the Incubator Entity will not be eligible to receive assistance or reimbursement under this scheme guidelines except in the scenario under **Section-8**.

Further, it is clarified that the application for In-principle approval should be submitted before the expiration of the policy, i.e., 06.07.2027.

**7. Competent Authority for Sanction**

- i. The Evaluation & Approval Committee under the chairmanship of the Director/ Director General, Industries & Commerce Department, Haryana, shall be the competent authority for In-principle approval of the fiscal assistance under the scheme guidelines.
- ii. The Director/ Director General, Industries & Commerce Department, Haryana, or as decided/ delegated by the Government of Haryana from time to time, shall be the competent authority for sanction of the fiscal assistance under the scheme guidelines.

**8. Power to Condone the Delay in Submission of the Application**

- i. The Director/ Director General, Industries & Commerce Department, Haryana, or as decided/ delegated by the Government of Haryana from time to time, may condone the delay up to a period of 03 months after the prescribed time limit.
- ii. The Administrative Secretary, Industries & Commerce Department, Haryana may condone the delay up to a period of 06 months after the prescribed time limit.

Provided that the competent authority is satisfied with the reasons for the late submission of the application based on the substantial evidence/ documents/ arguments presented by the Incubator Entity/ applicant.

**9. Timelines for Processing & Decision of Applications**

The applications received in a particular quarter would be considered for evaluation in the subsequent quarter by the Evaluation & Approval Committee.

**Note:** If an entity is unable to remove deficiencies or fails to submit requisite additional information/ documents within 15 working days of the intimation from the Industries & Commerce Department, the application shall be deemed rejected/ closed. The Host Institute/Applicant will receive an update on the status in their user account.

**10. Interpretation/ Clarification/ Modification**

The Administrative Secretary, Industries & Commerce Department, Haryana, will be the final authority for clarifying/ resolution of any doubts relating to the interpretation of any term or any provision arising under this scheme guidelines. The decision in this matter shall be final and binding for all stakeholders in such cases.

**11. Grievance Redressal Authority**

An applicant may file a grievance to the Administrative Secretary, Industries & Commerce Department, Haryana, against an order passed by the Competent Authority within a period of 30 days from the date of communication of the order. The order(s) passed by the Administrative Secretary, Industries & Commerce Department, in such grievance shall be final.

**12. Penal Action**

At any time, if it is found that the Incubator Entity has claimed/ availed any form of assistance/ benefit (Fiscal/ Non-Fiscal) from the Government based on any false/ fabricated information or involved in any malpractices/ fraudulent activities; the registration of the Incubator Entity will be summarily revoked and the Incubator Entity shall refund the entire amount of the assistance granted/ availed along with the compound rate of interest @ 12% per annum. In addition, the Incubator Entity/ applicant will also be liable to face legal action and will be debarred from availing any incentive/ assistance under any other policy/ scheme guidelines of the State Government in the future.

**13. Head of Expenditure**

The expenditure shall be met under the Scheme Guidelines Head, i.e., "P-01-19-2852-07-202-87-51-N-V" of the Industries & Commerce Department, Haryana.

AMIT KUMAR AGRAWAL,  
Commissioner & Secretary to Government Haryana,  
Industries & Commerce Department.

**Annexure I – Application Form for In-principle Approval for Startup Competition Assistance**

Section 1 – Details of Incubator Entity		
1.	Name of the Incubator Entity as registered with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled
2.	Registration number with Startup Haryana Cell, Industries & Commerce Department	Pre – Filled
3.	Date of Registration with Startup Haryana Cell, Industries & Commerce Department	Pre - Filled From .....(DD/MM/YYYY) Valid Till .....(DD/MM/YYYY)
4.	Complete Address of the Registered Office of the Incubator Entity	Pre – Filled
5.	Complete Address of the Incubator	Pre – Filled
6.	PAN of Incubator Entity	Pre – Filled
7.	GST of Incubator Entity	
8.	Is the application submission on time, i.e., for In-principle approval for Startup Competition Assistance at least 45 days before the commencement of the program event/ fest, or before the date of the event	Yes/ No
9.	If no, provide reasons for the delay in submission of the application. (In such a case, the applicant needs to submit written permission from the Competent Authority to condone the delay in submission of the application.	(Upload Evidence/ Supporting Documents for delay)
10.	Haryana Udhyam Memorandum (HUM) Number & Date (Optional)	Number _____ Date _____
11.	Date of commencement of commercial operations of the Incubator Entity	..... (DD/MM/YYYY)
12.	Number of Employees	I. On Direct Payroll - II. On Contract – III. Total Employee -
13.	Turnover of the entity for all the previous financial years since incorporation (optional)	Year 1: Year 2: Year 3: Year n:
14.	Bank Account Details of the Incubator Entity	
15.	Name of Bank	
16.	Account Holder Name	
17.	Account Number	
18.	Account Type	
19.	Branch Address	
20.	IFSC Code	
21.	Details of Authorized Representative	
21.1.	Name of Authorized Representative	
21.2.	Designation of Authorized Representative	
21.3.	Contact Details of Authorized Representative	
21.4.	PAN Number of Authorized Representative	
21.5.	Email ID of Authorized Representative	

Section 2 Details for the In-principle Approval			
1.	Seating capacity of the Incubator		
1.1.	Total number of Seats in the Incubator Entity		
1.2.	Number of seats occupied in the Incubator Entity		
2.	Number of Startups incubated as of the date of application submission		
2.1.	Physically incubated startups		
2.2.	Virtually incubated startups		
2.3.	No of Startups graduated since inception		
3.	Duration of the proposed event	From _____ To _____ (DD/MM/YYYY)	
4.	Description of the proposed event		
5.	Proposed venue of the event		
6.	Total estimated expenditure for the entire event		
7.	Details of head-wise estimated expenditure		
	Major Expenditure Head	Sub Head	Estimated Amount
7.1.	Awareness & Communication	Item 1	
		Item 2	
		.....	
		Item n	
7.2.	Infrastructure	Item 1	
		Item 2	
		.....	
		Item n	
7.3.	Human Resource	Item 1	
		Item 2	
		.....	
		Item n	
7.4.	Event Logistics	Item 1	
		Item 2	
		.....	
		Item n	
7.5.	Merchandise/ Prize	Item 1	
		Item 2	
		.....	
		Item n	
7.6.	Any other Head	Item 1	
		Item 2	
		.....	
		Item n	
8.	Amount of the assistance requested out of the total estimated expenditure	INR_____ (In Rupees)	
9.	Attach Detailed Proposal (upload)	Comprehensive proposal including objective, theme, proposed participants, targeted beneficiaries, head-wise estimated expenditure, and expected outcomes for organizing the competition/ event/ fest	
10.	Supporting Documents	I. Letter of Authorization (As per Annexure- III) II. Pan Card & Passport-size Colored Photograph of the Authorized Representative III. Undertaking (As per Annexure- IV) IV. Copy of Haryana Udhyam Memorandum	

		<p>(HUM) (Optional)</p> <p>V. Cancelled cheque of the bank account of Incubator Entity.</p> <p>VI. Copy of the Audited Financial Statement of the Entity since Incorporation / Registration (as applicable)</p> <p>VII. Copy of any valid proof as evidence of the Incubator Entity being in commercial operations (copy of the first Sale Bill)</p> <p>VIII. Copy of GST Certificate</p> <p>IX. Copy of CA certificate (as per Annexure VI)</p>
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**Annexure II: Application Form for availing Startup Competition Assistance post completion of the event**

1	Name of the Incubator	Pre – Filled		
2	Description of the Startup Competition Event/ Fest held	Pre – Filled		
3	Date of In-principle approval for the Startup Competition Event/ Fest held	Pre – Filled		
4	Sanctioned amount as per In-principle approval	Pre – Filled		
5	Venue of the Startup Competition Event/Fest			
6	Duration of Event/ Fest	From (DD/MM/YYYY) To (DD/MM/YYYY)		
7	Total expenditure for the entire event			
8	Details of head-wise actual expenditure			
	Major Expenditure Head	Sub Head	Sanctioned Expenditure	Actual Expenditure
8.1	Awareness & Communication	Item 1 Item 2 ..... Item n		
8.2	Infrastructure	Item 1 Item 2 ..... Item n		
8.3	Human Resource	Item 1 Item 2 ..... Item n		
8.4	Event Logistics	Item 1 Item 2 ..... Item n		
8.5	Merchandise/ Prize	Item 1 Item 2 ..... Item n		
8.6	Any other head	Item 1 Item 2 ..... Item n		
9	Amount of the assistance requested out of the total actual expenditure	INR_____ (In Lakhs)		
10	Event/ Fest Report (to be Uploaded)	Duly Stamped and Signed copy of the Event/ Fest Report which should minimum contain I. Event details II. Brief overview III. Topics covered IV. Key Outcomes		

		V. List of participants along with contact details VI. Minimum 3 to 5 pictures of each session in the event VII. Video of Event
11	Supporting Documents	I. Expenditure Certificate (duly certified by CA and the competent authority of the Incubator) (as per Annexure – V) II. Invoices supporting the expenditure incurred as per the details mentioned in the Expenditure Certificate III. Photos of the event/ fest IV. Copy of CA certificate (as per Annexure VI)

**Annexure III - Letter of Authorization**  
**Letter of Authorization for Representative**

To,

The Director/ Director General,  
 Industries & Commerce Department

<Name> ----- <Designation>----- is hereby **authorized to sign & stamp requisite documents on behalf** of our Incubator Entity (**Name of an entity as given on Certificate of Incorporation / Registration**) for applying for “*Startup Competition Assistance*” under the Haryana State Startup Policy 2022. He is also authorized to attend meetings and provide additional documents in case any clarifications are required by the concerned authority.

Thanking you,

<p><b>Signature and seal</b> of the Director(s)/            Partner(s)/ HoD</p> <p>&lt;Name&gt;</p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>	<p>Signature of the person authorized by the Incubator            Entity (<b>Name of the entity</b>)</p> <p><b>&lt;Authorized Representative Name&gt;</b></p> <p>&lt;Designation&gt;</p> <p>&lt;Mobile&gt;</p> <p>&lt;Seal&gt;</p>
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**Annexure IV - Undertaking****UNDERTAKING****TO WHOMSOEVER IT MAY CONCERN**

*(Undertaking/Declaration - To be submitted on Non-Judicial Stamp Paper of Rs. 100/- (Min), duly sworn before a Notary Public (duly affixed with Notarial Stamp, and with Notary Seal & Notary Registration Number or First-Class Magistrate)).*

1. I / We, <Designation>, do hereby solemnly declare that the information given herein regarding our Incubator Entity <**Name of the incubator entity**> & as stated in the application form, is correct and true to the best of our knowledge and belief, and nothing relevant information has been suppressed.
2. I / We do hereby affirm that furnishing of any false or incorrect particulars of any information or suppression of any material information shall attract punishment for fraud and that we will be held liable for it. We understand that if found guilty of furnishing false information or any other fraudulent activity, we will be barred from applying /availing any benefits/incentives under the Haryana State Startup Policy 2022 for this entity and any other entity that I/we are part of, and will further be liable for the penal action as defined under the “Startup Competition Assistance”.
3. The Incubator Entity will be liable to refund excess subsidy/assistance/reimbursement, if any, released due to omission or pointed out by the concerned division at any time or the Audit team of the Principal Accountant General, Haryana.
4. I / We hereby certify that all Director(s)/ Designated Partner(s)/ Partner(s)/ Members/ Authorised Representative/HoD in our Incubator entity have given written consent to provide their DIN/ DPIN/ Partner ID/ Member ID/ Aadhaar number and also for use of their Aadhaar Number, Biometric, and/or One Time Pin (OTP) data for Aadhaar based authentication to verify individual identity and to determine eligibility across different Government Scheme guidelines. I/We understand that Startup Haryana Cell, Industries & Commerce Department shall ensure the security and confidentiality of my/our personal identity data provided for the purpose stated above.

Dated:

**Signature and seal**  
of the Director(s)/Designated Partner(s)/Partner(s)/Member(s)/HoD  
<Name and Designation>

**Annexure V – CA Certificate**

(Certificate from the Chartered Accountant in respect of Proof of Expenditure for Startup Competition Assistance)

**TO WHOM IT MAY CONCERN**

The document and records of M/s \_\_\_\_\_ with their Registered/ Corporate Office at \_\_\_\_\_, in respect to the expenditure incurred towards organizing Startup Competition Event/ Fest (*name of the program*) has been verified, and it is certified that the said Incubator Entity has incurred a total expenditure of INR \_\_\_\_\_ (INR in words ) towards the same as per the details mentioned below:

S. No.	Major Expenditure Head	Sub Head	Description	Quantity	Cost incurred (as per bill excluding taxes)
1.	Awareness & Communication	Item 1 Item 2 ..... Item n			
2.	Infrastructure	Item 1 Item 2 ..... Item n			
3.	Human Resource	Item 1 Item 2 ..... Item n			
4.	Event Logistics	Item 1 Item 2 ..... Item n			
5.	Merchandise/ Prize	Item 1 Item 2 ..... Item n			
6.	Any other head	Item 1 Item 2 ..... Item n			

Name & signature of the Chartered Accountant with stamps & CA Membership Number

Date-----

UDIN No.-----

\* Payment details in the above table should be supported by copies of receipts of payments made. The payment receipts must indicate the purpose for which the payments have been made by the applicant.

**Annexure VI – Format of CA certificate for Turnover**

Dated \_\_\_\_\_

**TO WHOM IT MAY CONCERN**

This is to certify that \_\_\_\_\_, having GSTIN: \_\_\_\_\_ and a principal place of business at \_\_\_\_\_, has had a turnover in the last five financial years as mentioned below:

<b>Financial Year</b>	<b>Net Profit</b>	<b>Net Loss</b>	<b>Net Worth</b>	<b>Turnover</b>	<b>Net Tax Paid</b>

This verification certificate is being issued upon their request to be used for any lawful purpose it may serve them.

**Regards,***Name of the Chartered Accountant**Seal and Sign of the Chartered Accountant***UDIN:** \_\_\_\_\_

*\*CA certificate will only be valid on the letterhead of the Chartered Accountant's firm*